



INTRLOC\_00 KING COUNTY

File Location

Vendor Name

Document Type: Interlocal New

Vendor Name: KING COUNTY

PO# Location: INTRLOC-000

Effect Date: 8/21/2015

Term Date: 8/22/2025

CR#: 53860

Related CR#:

Ordinance:

Resolution: 8958

Leg Date: 8/3/2015

Vendor #: 70488

Description: AGREEMENT REGIONAL COORDINATION FRAMEWORK FOR  
DISASTERS AND PLANNED EVENTS PO 1510429-000

Notes:

KING COUNTY  
8/22/2025

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INTRLOC AGREEMENTS

12/31/2099



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Aug 12, 2015 FSU: M JDE: M SI: M ECM: M

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CRM 53860 DATE 8-12-15 LOG INTRLOL-00



**King County**

## **AGREEMENT**

### **Regional Coordination Framework for Disasters and Planned Events**

for Public and Private Organizations  
in King County, Washington

**February 2014**

## Updating Process of former “Omnibus Legal and Financial Agreement”

As the development of the ‘Regional Disaster Plan’ began in 1999, there was also a need to create a ‘mechanism to share resources.’ The Plan focused on establishing a cooperative and voluntary platform linking private businesses, nonprofit organizations, government agencies, and special purpose districts. A legal document was needed to address emergency assistance covering the legal and financial obligations of partners sharing personnel, equipment materials and/or support during a disaster.

Back in 1999 to 2001, legal advisors from King County Prosecuting Attorney’s Office and several other public and private entities worked together to frame the appropriate legal and liability language forming the ‘Omnibus Legal and Financial Agreement.’ The Agreement withstood the legal review and approval of many public, private and nonprofit organizations that thereafter signed onto the Plan and Omnibus.

As the Plan transitioned and evolved into the ‘Framework,’ the time was also appropriate to revisit the Omnibus. Over the twelve year tenure of the Omnibus, mutual aid methodology and practices had evolved at the regional, State and Federal levels; as well as alterations in the Federal Emergency Management Agency (FEMA) public assistance arena.

In 2012 a subcommittee of the Regional Disaster Planning Work Group began the process to revisit the Omnibus language. The subcommittee existed of legal advisors from King County, City of Auburn and City of Seattle and emergency managers from King County, Seattle, Bellevue, Zone 1, Zone 3 and Washington State. Through several meetings leveraging the guidance and expertise of the legal and mutual aid subject matter experts involved, the subcommittee finalized the current draft of the *‘AGREEMENT for Organizations Participating in the Regional Coordination Framework for Disasters and Planned Event for Public and Private Organizations in King County, Washington.’* A large percentage of the original language has stayed the same with a few language and terminology updates. The key areas of adjustment include:

New Changes
Document re-titled to ‘Agreement’ – simpler title; Replaced ‘Omnibus Legal and Financial Agreement’
Replaced ‘Plan’ wording throughout document with ‘Framework’
Replaced ‘Omnibus’ wording throughout document with ‘Agreement’
Terminology changes made by replacing ‘borrower’ and ‘lender’ with ‘requester’ and ‘responder’
Adjusted language in ‘Article I – Applicability’ to say “...located in King County.”; Replaced “...in and bordering geographic King County.”
Updated verbiage in ‘Article II – Definitions’ on ‘Basic Plan’ and ‘Package’ since it is now a ‘Framework’
Cleaned-up language in ‘Article II – Definitions’ on ‘Emergency’

Regional Coordination Framework AGREEMENT

Cleaned-up language in 'Article II – Definitions' on 'Emergency Contact Points'	
Updated respective sections with correct King County Office of Emergency Management address; Former '7300 Perimeter Road' address	
Updated verbiage in 'Article IV – Role of Emergency Contact Point for Signatory Partners'	
Renaming to and cleaned-up language in 'Article VI – Payment and Billing'; Formerly titled 'Article VI – Payment for Services and Assistance'	
Cleaned-up language in 'Article VIII – Requests for Emergency Assistance'	
Removed section 'IX – General Nature of Emergency Assistance'; Repetitive of existing language	
Renaming to 'Article IX – Provision of Equipment'; Formerly 'Article X – Loans of Equipment'	
Renaming to 'Article X – Provision of Materials and Supplies'; Formerly 'Article XI – Exchange of Materials and Supplies'	
Renaming to 'Article XI – Provision of Personnel'; Formerly 'Article XII – Loans of Personnel'	
Renaming to and cleaned-up language 'Article XII – Record Keeping'; Formerly 'Article XIII – Record keeping'	
Renaming to and cleaned-up language 'Article XIII – Indemnification, Limitation of Liability, and Dispute Resolution'; Formerly 'Article XIV – Indemnification and Limitation of Liability'	
Articles following have been renumbered and renamed appropriately	

## **AGREEMENT**

*for organizations participating in the  
Regional Coordination Framework for Disasters and Planned Events  
for Public and Private Organizations in King County, Washington*

This AGREEMENT ("Agreement") is entered into by the public and private organizations who become signatories hereto ("Signatory Partners") to facilitate the provision of Emergency Assistance to each other during times of emergency

**WHEREAS**, the Signatory Partners have expressed a mutual interest in the establishment of an Agreement to facilitate and encourage Emergency Assistance among participants; and

**WHEREAS**, the Signatory Partners do not intend for this Agreement to replace or infringe on the authority granted by any federal, state, or local governments, statutes, ordinances, or regulations, and

**WHEREAS**, in the event of an emergency, a Signatory Partner may need Emergency Assistance in the form of supplemental personnel, equipment, materials or other support; and

**WHEREAS**, each Signatory Partner may own and maintain equipment, stocks materials, and employs trained personnel for a variety of services and is willing, under certain conditions, to provide its supplies, equipment and services to other Signatory Partners in the event of an emergency; and

**WHEREAS**, the proximity of the Signatory Partners to each other enables them to provide Emergency Assistance to each other in emergency situations

**NOW THEREFORE**, in consideration of the mutual covenants and agreements hereinafter set forth, each Signatory Partner agrees as follows:

### **Article I - APPLICABILITY.**

A private or public organization located in King County, Washington, may become a Signatory Partner by signing this Agreement and becoming bound thereby. This Agreement may be executed in multiple counterparts

## Regional Coordination Framework AGREEMENT

### Article II - DEFINITIONS.

- A. 'Assistance Costs' means any direct material costs, equipment costs, equipment rental fees, fuel, and the labor costs that are incurred by the Responder in providing any asset, service, or assistance requested.
- B. 'Emergency' means an event or set of circumstances that qualifies as an emergency under any applicable statute, ordinance, or regulation
- C. 'Emergency Assistance' means employees, services, equipment, materials, or supplies provided by a Responder in response to a request from a Requester.
- D. 'Emergency Contact Points' means persons designated by each Signatory Partner who will have (or can quickly get) the authority to commit available equipment, services, and personnel for their organization.
- E. 'King County Emergency Management Advisory Committee ("EMAC")' is the Committee established in King County Code 2.36.055.
- F. 'Regional Coordination Framework for Disasters and Planned Events for Public and Private Organizations in King County' ("Framework") means an all hazards architecture for collaboration and coordination among jurisdictional, organizational, and business entities during emergencies in King County.
- G. 'Requester' means a Signatory Partner that has made a request for Emergency Assistance.
- H. 'Responder' means a Signatory Partner providing or intending to provide Emergency Assistance to a Requester.
- I. 'Signatory Partner' means any public or private organization in King County, WA, that enters into this Agreement by signature of a person authorized to sign.
- J. 'Termination Date' is the date upon which this agreement terminates pursuant to Article V.

### **Article III - PARTICIPATION.**

Participation in this Agreement, and the provision of personnel or resources, is purely voluntary and at the sole discretion of the requested Responder. Signatory Partners that execute the Agreement are expected to:

- A. Identify and furnish to all other Signatory Partners a list of the Organization's current Emergency Contact Points together with all contact information; and
- B. Participate in scheduled meetings to coordinate operational and implementation issues to the maximum extent possible

### **Article IV - ROLE OF EMERGENCY CONTACT POINT FOR SIGNATORY PARTNERS.**

Signatory Partners agree that their Emergency Contact Points or their designees can serve as representatives of the Signatory Partner in any meeting to work out the language or implementation issues of this Agreement

The Emergency Contact Points of a Signatory Partner shall:

- A. Act as a single point of contact for information about the availability of resources when other Signatory Partners seek assistance.
- B. Maintain a manual containing the Framework, including a master copy of this Agreement (as amended), and a list of Signatory Partners who have executed this Agreement.
- C. Each Signatory Partner will submit its Emergency Contact Information Form to the King County Office of Emergency Management ("KCOEM"). KCOEM will maintain a list showing the succession in all the Signatory Partners. This list will include names, addresses, and 24-hour phone numbers of the Emergency contact points (2-3 deep) of each Signatory Partner. Note: the phone number of a dispatch office staffed 24 hours a day that is capable of contacting the Emergency contact point(s) is acceptable.

### **Article V - TERM AND TERMINATION.**

- A. This Agreement is effective upon execution by a Signatory Partner.

## Regional Coordination Framework AGREEMENT

- B. A Signatory Partner may terminate its participation in this Agreement by providing written termination notification to the EMAC, care of the KCOEM, 3211 NE 2<sup>nd</sup> Street, Renton WA 98056, or by Fax at 206-205-4056. Notice of termination becomes effective upon receipt by EMAC which shall, in turn, notify all Signatory Partners. Any terminating Signatory Partner shall remain liable for all obligations incurred during its period of participation, until the obligation is satisfied.

### Article VI - PAYMENT AND BILLING.

- a. Requester shall pay to Responder all valid and invoiced Assistance Costs within 60 days of receipt of Responder's invoice, for the Emergency Assistance services provided by Responder. Invoices shall include, as applicable, specific details regarding labor costs, including but not limited to the base rate, fringe benefits rate, overhead, and the basis for each element; equipment usage detail and, material cost breakdown.
- b. In the event Responder provides supplies or parts, Responder shall have the option to accept payment of cash or in-kind for the supplies or parts provided.
- c. Reimbursement for use of equipment requested under the terms of this Agreement, such as construction equipment, road barricades, vehicles, and tools, shall be at the rate mutually agreed between Requester and Responder. The rate may reflect the rate approved and adopted by the Responder, a rate set forth in an industry standard publication, or other rate.

### Article VII - INDEPENDENT CONTRACTOR.

Responder shall be and operate as an independent contractor of Requester in the performance of any Emergency Assistance. Employees of Responder shall at all times while performing Emergency Assistance continue to be employees of Responder and shall not be deemed employees of Requester for any purpose. Wages, hours, and other terms and conditions of employment of Responder shall remain applicable to all of its employees who perform Emergency Assistance. Responder shall be solely responsible for payment of its employees' wages, any required payroll taxes and any benefits or other compensation. Requester shall not be responsible for paying any wages, benefits, taxes, or other compensation directly to the Responder's employees. The costs associated with requested personnel are subject to the reimbursement process outlined in Article XI. In no event shall Responder or its officers, employees, agents, or representatives be authorized (or



represent that they are authorized) to make any representation, enter into any agreement, waive any right or incur any obligation in the name of, on behalf of or as agent for Requester under or by virtue of this Agreement.

#### **Article VIII - REQUESTS FOR EMERGENCY ASSISTANCE.**

Requests for Emergency Assistance shall be made by a person authorized by the Requester to make such requests and approved by a person authorized by Responder to approve such requests. If this request is verbal, it must be confirmed in writing within thirty days after the date of the request.

#### **Article IX - PROVISION OF EQUIPMENT.**

Provision of equipment and tools loans is subject to the following conditions:

1. At the option of Responder, equipment may be provided with an operator. See Article XI for terms and conditions applicable to use of personnel.
2. *Provided equipment shall be returned to Responder upon release by Requester, or immediately upon Requester's receipt of an oral or written notice from Responder for the return of the equipment. When notified to return equipment to Responder, Requester shall make every effort to return the equipment to Responder's possession within 24 hours following notification. Equipment shall be returned in the same condition as when it was provided to Requester.*
3. During the time the equipment has been provided, Requester shall, at its own expense, supply all fuel, lubrication and maintenance for Responder's equipment. Requester shall take proper precaution in its operation, storage and maintenance of Responder's equipment. Equipment shall be used only by properly trained and supervised operators. Responder shall endeavor to provide equipment in good working order. All equipment is provided "as is", with no representations or warranties as to its condition, fitness for a particular purpose, or merchantability.
4. Responder's cost related to the transportation, handling, and loading/unloading of equipment shall be chargeable to Requester. Responder shall submit copies of invoices from outside sources that perform such services and shall provide accounting of time and hourly costs for Responder's employees who perform such services.

5. Without prejudice to Responder's right to indemnification under Article XIII herein, in the event equipment is lost, stolen or damaged from the point the Requestor has the beneficial use of the equipment, or while in the custody and use of Requester, or until the Requestor no longer has the beneficial use of the equipment, Requester shall reimburse Responder for the reasonable cost of repairing or replacing said damaged equipment. If the equipment cannot be repaired within a time period required by Responder, then Requester shall reimburse Responder for the cost of replacing such equipment with equipment which is of equal condition and capability. Any determinations of what constitutes "equal condition and capability" shall be at the discretion of Responder. If Responder must lease or rent a piece of equipment while Responder's equipment is being repaired or replaced, Requester shall reimburse Responder for such costs. Requester shall have the right of subrogation for all claims against persons other than parties to this Agreement that may be responsible in whole or in part for damage to the equipment. Requester shall not be liable for damage caused by the sole negligence of Responder's operator(s).

#### **Article X - PROVISION OF MATERIALS AND SUPPLIES.**

Requester shall reimburse Responder in kind or at Responder's actual replacement cost, plus handling charges, for use of partially consumed, fully consumed, or non-returnable materials and supplies, as mutually agreed between Requester and Responder. Other reusable materials and supplies which are returned to Responder in clean, damage-free condition shall not be charged to the Requester and no rental fee will be charged. Responder shall determine whether returned materials and supplies are "clean and damage-free" and shall treat material and supplies as "partially consumed" or "non-returnable" if found to be damaged.

#### **Article XI - PROVISION OF PERSONNEL.**

Responder may, at its option, make such employees as are willing to participate available to Requester at Requester's expense equal to Responder's full cost, including employee's salary or hourly wages, call back or overtime costs, benefits and overhead, and consistent with Responder's personnel union contracts, if any, or other conditions of employment. Costs to feed and house Responder's personnel, if necessary, shall be chargeable to and paid by Requester. Requester is responsible for assuring such arrangements as may be necessary for the safety, housing, meals, and transportation to and from job sites/housing sites (if necessary) for Responder's personnel. Responder shall bill all costs to Requester, who is responsible for paying

all billed costs. Responder may require that its personnel providing Emergency Assistance shall be under the control of their regular leaders, but the organizational units will come under the operational control of the command structure of Requester. Responder's employees may decline to perform any assigned tasks if said employees judge such task to be unsafe. A request for Responder's personnel to direct the activities of others during a particular response operation does not relieve Requester of any responsibility or create any liability on the part of Responder for decisions and/or consequences of the response operation. Responder's personnel may refuse to direct the activities of others. Responder's personnel holding a license, certificate, or other permit evidencing qualification in a professional, mechanical, or other skill, issued by the state of Washington or a political subdivision thereof, is deemed to be licensed, certified, or permitted in any Signatory Partner's jurisdiction for the duration of the emergency, subject to any limitations and conditions the chief executive officer and/or elected and appointed officials of the applicable Signatory Partners jurisdiction may prescribe in writing. When notified to return personnel to Responder, Requester shall make every effort to return the personnel to Responder promptly after notification.

#### **Article XII - RECORD KEEPING.**

Time sheets and/or daily logs showing hours worked and equipment and materials used or provided by Responder will be recorded on a shift-by-shift basis by the Responder and will be submitted to Requester as needed. If no personnel are provided, Responder will submit shipping records for materials and equipment, and Requester is responsible for any required documentation of use of material and equipment for state or federal reimbursement. Under all circumstances, Requester remains responsible for ensuring that the amount and quality of all documentation is adequate to enable reimbursement.

#### **Article XIII – INDEMNIFICATION, LIMITATION OF LIABILITY, AND DISPUTE RESOLUTION.**

A. INDEMNIFICATION. Except as provided in section B., to the fullest extent permitted by applicable law, Requester releases and shall indemnify, hold harmless and defend each Responder, its officers, employees and agents from and against any and all costs, including costs of defense, claims, judgments or awards of damages asserted or arising directly or indirectly from, on account of, or in connection with providing, or declining to provide, or not being asked to provide, Emergency Assistance to Requester, whether arising before, during, or after performance of the Emergency Assistance and whether suffered by any of the Signatory Partners or any other person or entity.

## Regional Coordination Framework AGREEMENT

Requester agrees that its obligation under this section extends to any claim, demand and/or cause of action brought by or on behalf of any of its employees, or agents. For this purpose, Requester, by mutual negotiation, hereby waives, as respects any indemnitee only, any immunity that would otherwise be available against such claims under the Industrial Insurance provisions of Title 51 RCW of the State of Washington and similar laws of other states.

B. **ACTIVITIES IN BAD FAITH OR BEYOND SCOPE.** Any Signatory Partner shall not be required under this Agreement to indemnify, hold harmless and defend any other Signatory Partner from any claim, loss, harm, liability, damage, cost or expense caused by or resulting from the activities of any Signatory Partners' officers, employees, or agents acting in bad faith or performing activities beyond the scope of their duties.

C. **LIABILITY FOR PARTICIPATION.** In the event of any liability, claim, demand, action or proceeding, of whatever kind or nature arising out of rendering of Emergency Assistance through this Agreement, Requester agrees to indemnify, hold harmless, and defend, to the fullest extent of the law, each Signatory Partner, whose only involvement in the transaction or occurrence which is the subject of such claim, action, demand, or other proceeding, is the execution and approval of this Agreement.

D. **DELAY/FAILURE TO RESPOND.** No Signatory Partner shall be liable to another Signatory Partner for, or be considered to be in breach of or default under, this Agreement on account of any delay in or failure to perform any obligation under this Agreement, except to make payment as specified in this Agreement.

E. **MEDIATION AND ARBITRATION.** If a dispute arises under the terms of this Agreement, the Signatory Partners involved in the dispute shall first attempt to resolve the matter by direct negotiation. If the dispute cannot be settled through direct discussions, the parties agree to first endeavor to settle the dispute in an amicable manner by mediation. Thereafter, any unresolved controversy or claim arising out of or relating to this Contract, or breach thereof, may be settled by arbitration, and judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof.

F. **SIGNATORY PARTNERS LITIGATION PROCEDURES.** Each Signatory Partner seeking to be released, indemnified, held harmless or defended under this Article with respect to any claim shall promptly notify Requester of such claim and shall not settle such claim without the prior consent of Requester. Such Signatory Partners shall have the right to

## Regional Coordination Framework AGREEMENT

participate in the defense of said claim to the extent of its own interest. Signatory Partners' personnel shall cooperate and participate in legal proceedings if so requested by Requester, and/or required by a court of competent jurisdiction.

### **Article XIV - SUBROGATION.**

**A REQUESTER'S WAIVER.** *Requester expressly waives any rights of subrogation against Responder, which it may have on account of, or in connection with, Responder providing Emergency Assistance to Requester under this Agreement.*

**B RESPONDER'S RESERVATION AND WAIVER.** *Responder expressly reserves its right to subrogation against Requester to the extent Responder incurs any self-insured, self-insured retention or deductible loss. Responder expressly waives its rights to subrogation for all insured losses only to the extent Responder's insurance policies, then in force, permit such waiver.*

### **Article XV - WORKER'S COMPENSATION AND EMPLOYEE CLAIMS.**

Responder's employees, officers or agents, made available to Requester, shall remain the general employees of Responder while engaged in carrying out duties, functions or activities pursuant to this Agreement, and each Signatory Partner shall remain fully responsible as employer for all taxes, assessments, fees, premiums, wages, withholdings, workers' compensation, and other direct and indirect compensation, benefits, and related obligations with respect to its own employees. Likewise, each Signatory Partner shall provide worker's compensation in compliance with statutory requirements of the state of residency.

### **Article XVI - MODIFICATIONS.**

Modifications to this Agreement must be in writing and will become effective upon approval by a two-thirds affirmative vote of the Signatory Partners. Modifications must be signed by an authorized representative of each Signatory Partner. EMAC will be the coordinating body for facilitating modifications of this Agreement.

### **Article XVII- NON-EXCLUSIVENESS AND PRIOR AGREEMENTS.**

## Regional Coordination Framework AGREEMENT

This Agreement shall not supersede any existing mutual aid agreement or agreements between two or more governmental agencies, and as to assistance requested by a party to such mutual aid agreement within the scope of the mutual aid agreement, such assistance shall be governed by the terms of the mutual aid agreement and not by this Agreement. This Agreement shall, however, apply to all requests for assistance beyond the scope of any mutual aid agreement or agreements in place prior to the event.

### **Article XVIII - GOVERNMENTAL AUTHORITY.**

This Agreement is subject to laws, rules, regulations, orders, and other requirements, now or hereafter in effect, of all governmental authorities having jurisdiction over the emergencies covered by this Agreement or the Signatory Partner. Provided that a governmental authority may alter its obligations under this Agreement only as to future obligations, not obligations already incurred.

### **Article XIX - NO DEDICATION OF FACILITIES.**

No undertaking by one Signatory Partner to the other Signatory Partners under any provision of this Agreement shall constitute a dedication of the facilities or assets of such Signatory Partners, or any portion thereof, to the public or to the other Signatory Partners. Nothing in this Agreement shall be construed to give a Signatory Partner any right of ownership, possession, use or control of the facilities or assets of the other Signatory Partners.

### **Article XX - NO PARTNERSHIP.**

This Agreement shall not be interpreted or construed to create an association, joint venture or partnership among the Signatory Partners or to impose any partnership obligation or liability upon any Signatory Partner. Further, no Signatory Partner shall have any undertaking for or on behalf of, or to act as or be an agent or representative of, or to otherwise bind any other Signatory Partner.

### **Article XXI - NO THIRD PARTY BENEFICIARY.**

Nothing in this Agreement shall be construed to create any rights in or duties to any third party, nor any liability to or standard of care with reference to any third party. This Agreement shall not confer any right, or remedy upon any person other than the Signatory Partners. This Agreement shall not release or discharge any obligation or liability of any third party to any Signatory Partners.

**Article XXII - ENTIRE AGREEMENT.**

This Agreement constitutes the entire agreement and supersedes any and all prior agreements of the Parties, with respect to the subject matters hereof.

**Article XXIII - SUCCESSORS AND ASSIGNS.**

This Agreement is not transferable or assignable, in whole or in part, and any Signatory Partner may terminate its participation in this Agreement subject to Article V.

**Article XXIV - GOVERNING LAW.**

*This Agreement shall be interpreted, construed, and enforced in accordance with the laws of Washington State.*

**Article XXV - VENUE.**

Any action which may arise out of this Agreement shall be brought in Washington State and King County. Provided, that any action against a participating County may be brought in accordance with RCW 36.01.050.

**Article XXVI - TORT CLAIMS.**

It is not the intention of this Agreement to remove from any of the Signatory Partners any protection provided by any applicable Tort Claims Act. However, between Requester and Responder, Requester retains full liability to Responder for any claims brought against Responder as described in other provisions of this agreement.

**Article XXVII - WAIVER OF RIGHTS.**

Any waiver at any time by any Signatory Partner of its rights with respect to a default under this Agreement, or with respect to any other matter arising in connection with this Agreement, shall not constitute or be deemed a waiver with respect to any subsequent default or other matter arising in connection with this Agreement. Any delay short of the statutory period of limitations, in asserting or enforcing any right, shall not constitute or be deemed a waiver.

**Article XXVIII - INVALID PROVISION.**

The invalidity or unenforceability of any provisions hereof, and this Agreement shall be construed in all respects as if such invalid or unenforceable provisions were omitted.

**Article XXIX - NOTICES.**

Any notice, demand, information, report, or item otherwise required, authorized, or provided for in this Agreement shall be conveyed and facilitated by EMAC, care of the KCOEM, 3511 NE 2<sup>nd</sup> Street, Renton WA 98056, Phone: 206-296-3830, Fax: 206-205-4056. Such notices, given in writing, and shall be deemed properly given if (i) delivered personally, (ii) transmitted and received by telephone facsimile device and confirmed by telephone, (iii) transmitted by electronic mail, or (iv) sent by United States Mail, postage prepaid, to the EMAC.

Approved as to form

\_\_\_\_\_, 1998

\_\_\_\_\_, 1998



## Signatory Documentation Sheet

The Regional Coordination Framework for Disasters and Planned Events for Public and Private Organizations in King County, Washington is intended to be adopted as the framework for participating organizations, within King County, to assist each other in disaster situations when their response capabilities have been overloaded. Components, as of January 2014, are the following:

- Regional Coordination Framework for Disasters and Planned Events for Public and Private Organizations in King County
- Agreement (legal and financial)

IN WITNESS WHEREOF, the Signatory Partner hereto has caused this Regional Coordination Framework for Disasters and Planned Events to be executed by duly authorized representatives as of the date of their signature:

ORGANIZATION:

City of Bellevue

ADDRESS:

450 110<sup>th</sup> Ave NE  
Bellevue WA  
98004

AUTHORIZED SIGNATURE:

Brian Nijm  
\_\_\_\_\_  
\_\_\_\_\_

DATE: 8/3/15

Approved as to form:  
By: [Signature]  
Assistant City Attorney  
Date: 7/30/2015

Please submit this form to the King County Office of Emergency Management  
3511 NE 2<sup>nd</sup> Street  
Renton, WA 98056

**ORIGINAL**

CITY OF BELLEVUE, WASHINGTON

RESOLUTION NO. 8958

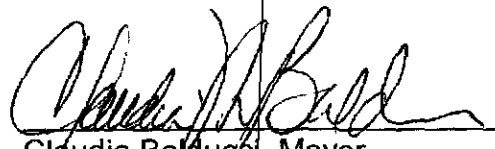
A RESOLUTION authorizing execution of the Regional Coordination Framework Agreement with King County, which establishes a cooperative and voluntary platform linking private businesses, nonprofit organizations, government agencies, and special purpose districts to address emergency assistance covering the legal and financial obligations of partners sharing personnel, equipment, materials and/or support during a disaster or major planned event within King County.

THE CITY COUNCIL OF THE CITY OF BELLEVUE, WASHINGTON, DOES RESOLVE AS FOLLOWS:

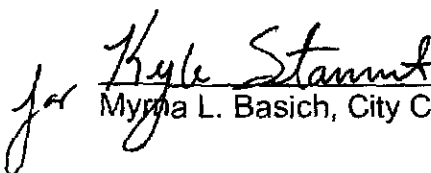
Section 1. The City Manager or his designee is hereby authorized to execute the Regional Coordination Framework Agreement with King County, which establishes a cooperative and voluntary platform linking private businesses, nonprofit organizations, government agencies, and special purpose districts to address emergency assistance covering the legal and financial obligations of partners sharing personnel, equipment, materials and/or support during a disaster or major planned event within King County, a copy of which agreement has been given Clerk's Receiving No. \_\_\_\_\_.

Passed by the City Council this 3<sup>rd</sup> day of August, 2015, and signed in authentication of its passage this 3<sup>rd</sup> day of August, 2015.

(SEAL)

  
Claudia Bakucci, Mayor

Attest:

  
Myrha L. Basich, City Clerk

**ORIGINAL**

CITY OF BELLEVUE, WASHINGTON

RESOLUTION NO. 8958

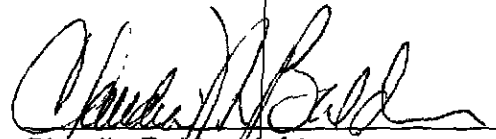
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THE CITY COUNCIL OF THE CITY OF BELLEVUE, WASHINGTON, DOES RESOLVE AS FOLLOWS:

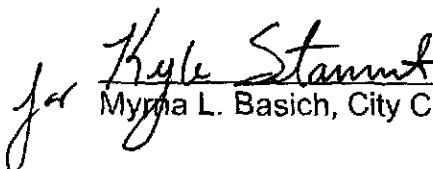
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Passed by the City Council this 3<sup>rd</sup> day of August, 2015, and signed in authentication of its passage this 3<sup>rd</sup> day of August, 2015.

(SEAL)

  
Claudia Bakucci, Mayor

Attest:

  
Myma L. Basich, City Clerk

August 3, 2015

## **CITY COUNCIL AGENDA MEMORANDUM**

### **SUBJECT**

Resolution No. 8958 authorizing execution of the Regional Coordination Framework Agreement with King County which establishes a cooperative and voluntary platform linking private businesses, nonprofit organizations, government agencies, and special purpose districts to address emergency assistance covering the legal and financial obligations of partners sharing personnel, equipment, materials and/or support during a disaster or major planned event within King County.

### **FISCAL IMPACT**

Pursuant to the Agreement, authorized costs for City of Bellevue resources including employees and equipment that are deployed to provide assistance would be reimbursed by the requesting party.

### **STAFF CONTACTS**

Mark Risen, Fire Chief 452-6895  
Jason Esper, Acting Emergency Manager 452-2816  
*Fire Department/Office of Emergency Management*

### **POLICY CONSIDERATION**

Should the City of Bellevue enter into an agreement with King County for the City to become a member of the King County Regional Coordination Framework which facilitates the reciprocal procurement of emergency assistance during a disaster or major planned event?

### **BACKGROUND**

The Regional Coordination Framework (RCF) is the current evolution of the Regional Disaster Plan which the City signed in March 2002. As with its predecessor, the RCF facilitates a systematic, coordinated, and effective response to multi-agency or multi-jurisdictional disasters or planned events that occur within the geographic boundaries of King County. It provides a framework whereby cooperative relationships can be formed among public, private, tribal and non-profit organizations in order to accomplish this common goal.

Through the implementation of this framework, the resources and capabilities of the public, private, tribal and non-profit sectors can be more efficiently utilized to minimize the loss of life and property and to protect the environmental and economic health within King County. The RCF is a voluntary guide to regional response and short term recovery actions. Signatory partners are those organizations from the public, private, tribal, and non-profit sectors in geographic King County that are committed to working together in accordance with this framework and have signed the associated Agreement. There is no preferential treatment or priority given to those partners who are signatory to the Agreement versus those who are not. The benefit of being a signatory partner to the RCF

and the Agreement is to save time during a disaster by having decision making authority for jurisdictions already in place and on file.

The RCF applies to any disaster or planned event that concurrently challenges multiple jurisdictions or multiple disciplines within King County or affects a single entity to such a degree that it relies upon external assistance. The Framework and the associated Agreement are intended to be utilized in conjunction with other state and local emergency plans, including but not limited to mutual aid agreements such as the Intra-state Mutual Aid System (within Washington State), the Emergency Management Assistance Compact (EMAC: state-to-state), other public, non-governmental organization, tribal, or private sector agreements, and the Pacific Northwest Emergency Management Arrangement (PNEMA: States of Alaska, Idaho, Oregon and Washington and the Province of British Columbia).

The RCF addresses strategic response activities and allocation of incoming scarce resources for those disasters or planned events where normal emergency response processes and capabilities become overtaxed, or where there is a need for regional coordination of response operations shared situational awareness and coordinated public information due to the complexity or duration of the disaster(s). Although the focus is on disaster response, the RCF assumes future coordinated efforts to address regional protection, mitigation, preparedness, and recovery issues. Likewise, while relationships with other counties and neighboring jurisdictions are not specifically included in the RCF, they are not precluded from participating as a partner.

Additional information on the RCF can be found at the following web site:  
<http://www.kingcounty.gov/safety/prepare/EmergencyManagementProfessionals/Plans/RegCoordFramework.aspx>

#### **EFFECTIVE DATE**

If approved, this Resolution becomes effective immediately.

#### **OPTIONS**

1. Adopt the Resolution authorizing execution of the Regional Coordination Framework Agreement with King County which establishes a cooperative and voluntary platform linking private businesses, nonprofit organizations, government agencies, and special purpose districts to address emergency assistance covering the legal and financial obligations of partners sharing personnel, equipment, materials and/or support during a disaster or major planned event within King County.
2. Do not adopt the Resolution and provide alternative direction to staff.

#### **RECOMMENDATION**

Option 1.

**MOTION**

Move to adopt Resolution No. 8958 authorizing execution of the Regional Coordination Framework Agreement with King County which establishes a cooperative and voluntary platform linking private businesses, nonprofit organizations, government agencies, and special purpose districts to address emergency assistance covering the legal and financial obligations of partners sharing personnel, equipment, materials and/or support during a disaster or major planned event within King County.

**ATTACHMENTS**

Proposed Resolution No. 8958

**AVAILABLE IN COUNCIL DOCUMENT LIBRARY**

The Regional Coordination Framework Agreement (Regional Coordination Framework for Disasters and Planned Events for Public and Private Organizations in King County, Washington)

CR# \_\_\_\_\_ Date: 8-12-15 PO # & Loc: 1510429000



City of Bellevue  
Finance Department - Procurement Services  
450 110th Ave. NE. Bellevue, WA 98004

### Contract Routing Form

#### Current Contract Information:

**Contract Title:** Regional Coordination Framework for Disasters and Planned Events  
**Contract Description:** Agreement to support emergency response within King County  
**Total Contract Value:** 0  
**This Amendment Value:** N/A  
**Department:** Fire - 514  
**Contract Manager:** Luke Meyers  
**Contract Type:** Interlocal Agreement (ILA)  
**Contract Form:** Custom contract document  
**Budget Expenditure:** No Budget Impact (Explain in Additional Comments)  
**Maximo User:** No

ILA

#### Vendor Information:

**New Vendor?** No  
**Vendor Name:** King County (KC OEM)  
**JDE Vendor Number:** 70488  
**Independent Contractor?** No  
**Tax ID#:**  
**COB License #:**  
**UBI #:**  
**Contractor's Lic. #:**

#### Contract Term:

**Original Effective Date:** 08/21/2015  
**End Date:** 08/22/2025 ✓  
**Subject To:** No Renewal

#### Council Approval:

Does this contract require council approval? Yes

8/3/15

#### Route:

	In	Out
Procurement Services:	<u>ACarlson</u>	<u>7/9/15</u>
Information Technology:	Not Required	
Legal:	<u>Michael P...</u>	<u>7/20/15</u>
Insurance Reviewed By:	<u>Robert...</u>	<u>7/30/15</u>
Department Director:	<u>See Contract</u>	<u>8/3/15</u>
Procurement Services:	<u>ACarlson</u>	<u>8/10/15</u>
Return To:	Julie VanWallendael	
City Clerk's Office:	<u>M. TOWN</u>	<u>8-12-15</u>

RISK  
CMC



## CONTRACT FACE SHEET

**Document Type:**

- |  |  |
|--|--|
| <input type="checkbox"/> Contract                        | <input type="checkbox"/> Franchise Agreement             |
| <input type="checkbox"/> MOU                             | <input type="checkbox"/> Right of Way Use Agreement      |
| <input checked="" type="checkbox"/> Interlocal Agreement | <input type="checkbox"/> Lien                            |
| <input type="checkbox"/> Notice of Acceptance            | <input type="checkbox"/> Correspondence                  |
| <input type="checkbox"/> Retainage                       | <input type="checkbox"/> Collective Bargaining Agreement |

**Status:**

- |   |                                       |
|---|---------------------------------------|
| <input checked="" type="checkbox"/> New | <input type="checkbox"/> Renewal      |
| <input type="checkbox"/> Amendment      | <input type="checkbox"/> Cancellation |
| <input type="checkbox"/> Change Order   |                                       |

**\*Vendor Name:**

King County

**\*JDE PO Number:**

1510429.000

**\*Effective Date:**

08/21/2015

**\*Termination Date:**

08/22/2025

**Amendment Effective Date:****\*Clerk's Receiving Number:****Related Receiving Number:****Bid/RFP/RFQ/ITQ Number:****Ordinance Number:****Resolution Number:****CIP Number:****Project Name:**

Regional Coordination Framework for Disasters and Planned Eve...

**Site Name:****Vendor Number:****File Location:**

\*Denotes mandatory fields If referring to Retainage, please indicate the Termination Date same as the Contract Termination Date

Face Sheet Date: \_\_\_\_\_

Scan Date: \_\_\_\_\_

Index Date: \_\_\_\_\_



## CONTRACT REVIEW CRITERIA

Dept.	PS	
<input type="checkbox"/>	<input type="checkbox"/>	Does the Contract Routing/Approval Form and Contract have consistent information?
<input type="checkbox"/>	<input type="checkbox"/>	Is the Contract Type and template appropriate for the services performed?
<input type="checkbox"/>	<input type="checkbox"/>	Are the contract values (i.e. aggregate values, yearly budget totals, taxable amounts, acct. numbers, etc.) accurate?
<input type="checkbox"/>	<input type="checkbox"/>	Is the JDE vendor name and number accurate?
<input type="checkbox"/>	<input type="checkbox"/>	Does the Company have a Bellevue Business License? If not, date Tax Office was notified? _____
<input type="checkbox"/>	<input type="checkbox"/>	If the Company's Tax ID# appears to be a SS#, or if we are paying an individual, make a copy of the Routing Form and interoffice to Gail Davila in HR.
<input type="checkbox"/>	<input type="checkbox"/>	Do the Contract Start/End Dates comply with current policies (maximum 4 years unless exception noted)?
<input type="checkbox"/>	<input type="checkbox"/>	Is this an amendment or renewal? If so, are the original contract #'s and values indicated?
<input type="checkbox"/>	<input type="checkbox"/>	Has the Selection Method been explained in Additional Comments? Are results attached?
<input type="checkbox"/>	<input type="checkbox"/>	If there is an ordinance/resolution/motion for this contract, are the date and # noted and a copy attached?
<input type="checkbox"/>	<input type="checkbox"/>	Does the contractor meet requirements of the Independent Contractor Threshold question?
<input type="checkbox"/>	<input type="checkbox"/>	Is Attachment "A" (Scope of Work and/or Services) attached?
<input type="checkbox"/>	<input type="checkbox"/>	Is Attachment "B" (Insurance Requirements) attached?
<input type="checkbox"/>	<input type="checkbox"/>	Are any additional riders required? If so, which one's? _____
<input type="checkbox"/>	<input type="checkbox"/>	Does Insurer have a Best rating of A+ or better?
<input type="checkbox"/>	<input type="checkbox"/>	Is the Contractor identified as the insured?
<input type="checkbox"/>	<input type="checkbox"/>	Does the Contractor have Commercial General Liability, Commercial Auto Liability, Worker's Compensation, and Employer's Liability/Stop Gap and special coverages as required?
<input type="checkbox"/>	<input type="checkbox"/>	Are the policy expiration date(s) on the Certificate of Insurance current?
<input type="checkbox"/>	<input type="checkbox"/>	Does the Contractor have a self-insured retention? Is it above \$50,000?
<input type="checkbox"/>	<input type="checkbox"/>	Is the City listed as the Certificate Holder?
<input type="checkbox"/>	<input type="checkbox"/>	Is the Certificate signed?
<input type="checkbox"/>	<input type="checkbox"/>	Is the City of Bellevue (& contracting partners) listed as an additional insured on the Certificate of Insurance? Is the additional insured status primary and non-contributory?
<input type="checkbox"/>	<input type="checkbox"/>	If this contract requires the payment of Prevailing Wages, are current Wage Rates referenced in Attachment "C"?
<input type="checkbox"/>	<input type="checkbox"/>	Does the Contractor have an open account with the Washington State Department of Revenue?
<input type="checkbox"/>	<input type="checkbox"/>	Are the Contractor's worker's compensation premiums current?
<input type="checkbox"/>	<input type="checkbox"/>	Does the Vendor have an active Professional/Contractor License with the Washington State Department of Licensing?
<input type="checkbox"/>	<input type="checkbox"/>	<b>Is the Vendor on the Federal Debarred Suspended List?</b>

### RISK MANAGEMENT:

- ☐ Are the Insurance Requirements (Attachment B) appropriate for Scope of Work?
- ☐ Does the Contractor's Certificate of Insurance comply with the requirements?
- ☐ Are there any Limitations of Liability clauses or other risk transfer language problems that shift risk back to the City?
- ☐ Does the Hold Harmless clause include language referencing Title 51 releases?